

County of Sullivan, NH

Type of meeting: Board of Commissioners Regular Business Meeting Minutes
Date/Time: Monday, March 17, 2014 | 9:00 AM
Place: Unity, NH – County Complex, Ahern Building, 5 Nursing Home Drive, 03743

Attendees: Commissioners Jeffrey Barrette – Chair and Bennie Nelson – Vice Chair, Jessie Levine – County Manager, Ross L. Cunningham – Department of Corrections Superintendent, John Cressy – Facilities & Operations Director, Ted Purdy – Sullivan County Health Care Administrator, Lionel Chute – Natural Resource Director, Dodi Violette – Commissioners Office Account Clerk I and Sharon Callum – Administrative Assistant.
Absent from meeting: Commissioner Ethel Jarvis.

Public attendee: Larry Converse, Claremont Resident.

9:11 The Chair opened the meeting and led all in the *Pledge of Allegiance*.

Agenda Item No. 2. Department of Corrections Superintendent's Report, Ross Cunningham

Agenda Item No. 2.a. Population Census Review

The *March 17 2014 Daily Report from Sgt. Milliken* [Appendix A] was distributed and reviewed. Cunningham and Levine are working on a new report format to include a comparison to the previous month data, in order to follow trends. In response to the Chair's question, Cunningham noted they had not done any reporting on net change in transport since discontinuing the 28 day program and undertaking the new treatment program; and, he confirmed he could gather net different in length of stay data. The DOC Superintendent, County Attorney and a NH State Parole representative will meet with Judge Tucker to strategize on, how to deal with parole violations more quickly, when Judge Tucker is unavailable, in order to reduce recidivism – parole violations are the bulk of returns.

Agenda Item No. 2.b. Staffing Update

DOC is posting for a new Clinician position and the deadline for Program Director applications ends today. They may have one Correctional Officer vacancy opening. Cunningham briefed the board on the medical status of a CO's wife who is having a double kidney transplant and discussed donations being collected for a gas card and to cover other incidentals.

Non Agenda Item Operations

Comm. Nelson questioned if, when they applied for the feasibility study, they could look at parallel grants for transitional housing? Levine noted the grant Program Coordinators recently met and discussed program service holes currently seen - transitional housing was one of the topics they spoke of. Barrette noted he would want member towns on board with a Transitional Housing project; sustainability must be considered. Nelson noted he would assume those that were at the housing would be working and paying rent. Cunningham discussed a project that is privately funded, where the county owns the land the house is located on. Cunningham pointed out one of the biggest challenges is not having a transportation hub to get them out into the community. Cunningham is also meeting with

Warwick next week to strategize on another federal grant application for either Second Chance Act Demonstration or Mental Health funding.

Agenda Item No. 3. Facilities & Operations Director's Report, John Cressy

Agenda Item No. 3.a. Biomass Plant Update

Cressy anticipates the new biomass belt filter arriving next week. Last Friday they met with NH State DES Air Resources, applied for a permit as part of the project - includes old boiler rooms and new facility, and he had a chance to ask questions. He felt they were impressed with the project results and offered helpful suggestions for data keeping. There were issues surrounding generators '*going back years*', but, the overall visit went well. New Hampshire Land Association will meet next month at the Ahern Building and Cressy will lead them on a tour of the facility. The Biomass Ribbon Cutting is scheduled for Mon., Apr. 21st at 4:30 PM. Levine noted she engaged Jeff Graham CPA to perform a *close out* accounting of the Biomass project. Levine, Cressy and Tom Wilson will be meeting to discuss the project retainage.

Agenda Item No. 4. Sullivan County Health Care Administrator's Report, Ted Purdy

Purdy distributed the following reports [Appendix B.1-7], reviewing:

1. *Medicare, Private, Medicaid, HCBC (Respite), Insurance Managed Care, Total and Average Census, and Medicare B Revenue,*
2. *SCHC Revenue Review thru 2/28/14:* he added "*draft*" but feels the numbers reflected are good. The variance on the Medicare is taking care of the Private variance and the Assessment variance is taking care of the Medicare B variance,
3. *Sullivan County Nursing Home Quarterly Resident Census:* 133 total Year-To-Date; 135 3rd quarter vs. 136 3rd quarter last year; 7 skilled, 1 Medicare replacement, 14 Private; 112 average,
4. *Summary Admission / Discharge Report Effective Date from 2/1/2014 Thru 2/28/2014*
5. *Summary Admission / Discharge Report Effective Date from 7/1/2013 Thru 2/28/2014*
6. *Interim Aged Analysis*
7. *Medicare Length of Stay Analysis*

Agenda Item No. 4.b. Staffing Update

No key staff vacancies reported.

Agenda Item No. 5. Sullivan County Natural Resource Director's Report, Lionel Chute

Agenda Item No. 5.a. NH State Library Conservation License Plate Grant Application (Moose Plate Funds): Restoration and digitization of Poor House 1867-1932 and House of Corrections 1923-1932 records. App. Deadline: April 25th.

One of the original County *Poor House* register volumes, reflecting entries up to 1925 - proposed to be restored, was shown during the meeting. Chute discussed all volumes to be part of restoration, as well as the application and supporting documents required

[Appendix C.1-12]. The original poor house register volume covers a time period up to 1925, a short volume of prison population reflects entries from 1925-1932 - entries include birth date, place where they came from, if they had children, and where they died. The volumes have never been reproduced. NH State Library makes available, funding, up to \$10,000 per project, with no match – funding to conserve this types of unique public record for genealogy and other types of research. The package includes two restoration quotes from Kofile – Kofile offered two options and inspected the volumes on premises, and, a quote from Northeast Document Conservation Center (NDCC) – NDCC's quote did not include microfilming and digitization and they had him deliver the volumes to their facility in Andover for inspection. His recommendation would be to go with the Kofile quote, but final decision is made by the funder. If the application is approved, copies of the restoration would be provided to NH State Archives, the State Library and Newport's Richard Free Public library. The volumes would be digitized into a PDF format to be shared, also.

Sullivan County Recycles Group – a group not associated with the County of Sullivan, but made up of folks exploring opportunities in light of the Wheelabrator facility being closed. Chute has been sitting in on the meetings, and will attend their April meeting where they will be discussing: COW - *curbside organic waste* pickup program, grinding up bottles, and other recycling opportunities. Chute and Commissioner Nelson briefly mentioned the comprehensive MRF study done by the County in collaboration with Antioch and local municipalities, that was published in 2007 – this project culminated into a public meeting at the Opera House in Newport, but never developed further.

April 12th Saturday 10-12: Apple Pruning Demonstration

An apple pruning work day demonstration will take place at the Unity complex Apr. 12th Sat. 10:00 a.m. – 12:00 p.m. [check www.sullivancountynh.gov Calendar for any updates].

May 3rd, 10th and 17th 7:00 AM, Unity Ahern Building: Birding Opportunities

Stan McCumber will lead a grass land bird species identification survey group May 3rd, 10th and 17th at 7:00 a.m. at the County's Unity Complex Ahern Building. They will survey birds seen, paying particular attention to field birds such as blue birds and bobolinks. The survey is no cost to the County and will be made public.

Statewide Native Pollinator Two Year Project

The funding for the statewide Conservation District native pollinator awareness campaign effort was approved by the NH State Governor & Council last week. All Conservation Districts are involved, and will conduct collaborative projects as well as projects related just for their regions. Part of the efforts will include public plantings and workshops.

10:01 Motion: to authorize the Natural Resources Director to apply for a conservation plate grant of approximately \$5,000 for the purposes of preserving and digitizing certain Sullivan County historical record. Made by: Nelson. Seconded by: Barrette. Voice vote: All in favor.

Barrette requested a more public place to display these types of restored volumes. Nelson suggested Chute check with Sharron King of the Registry of Deeds on the vendor they use for records restoration.

Agenda Item No. 5.b. County Land Fire Wood Harvest Program Draft Conditions & Permit-Guidelines

A draft "Sullivan County Homeowners Firewood Program 2014" guideline was distributed. The document included: General Information, Program Description, sample Application for Firewood Permit, Terms and Conditions, and sample Firewood Permit [Appendix D.1-4.]. Chute encouraged feedback. He compiled the document using several projects already in place throughout the surrounding states. He noted, the basic idea, would be that someone applies and indicates how many cords they would like to harvest, doing so, contingent on wood availability. Chute would meet one-on-one with the approved applicant, tour the harvest area – where trees to remain would be marked, and check in on them throughout the harvest. The harvester would have the permit on them at all times and write down each load harvested. The idea is to identify an area that needing trees to be cut. No wood splitters or winches would be allowed. Trees would be felled a specific way and branches dragged back into the woods for natural decomposition. Levine noted to Chute the Board decided at their last meeting to include in the process that the person approved to harvest the wood would need to donate a portion to a harvest wood-bank affiliated with a third party that screens fuel assistant needs. Chute suggested they consider logistics involved in that type of effort and hold further discussions. Chute requested feedback related to reduction of liability exposure for County and importance of safety measures. Levine would be sharing the draft with Primex for review. Chute foresees 4-5 permits issued per year, maybe less, depending on the project status and wood availability from those projects. Barrette and Nelson recommended going forth to Primex for review of the document. Levine noted, if the document is approved by all, they would issue a press release, and depending how many applications received and projects available, might need to do a lottery. There would be no resale of the wood harvested, involved.

Sullivan County Conservation District 2014 Tree & Plant Sale - Orders Due Apr. 4th

The Sullivan County Conservation District 2014 Tree & Plant Sale brochure was distributed [Appendix E. 1-6]. This is available on-line at the County website. Orders are due April 4th with pick-up scheduled for Sat. May 3rd at the Ahern Building. Composting products are included in the sale.

Mr. Cressy and Rep. Cloutier left the room. Mr. Purdy reentered the room with a card for all to sign and send to Commissioner Jarvis.

Agenda Item No. 6. County Manager's Report, Jessie Levine

They will be meeting within an hour to speak about labor negotiations and the health care proposal received, in a non-meeting format.

Agenda Item No. 6.a. Cell Phone Reimbursement

Levine pointed out she had been asked, when she started, if she wanted a County cell phone. She does not like to carry two phones and held discussions, with Cressy and Cunningham, related to the current cell phone concept, cell phone plan and vendor coverage. Her goal is to reduce the cell phone cost and additional IRS tax issues. She will be bringing forward a policy for certain positions that need county cell phone, with the concept that the position use their personal phone and receive \$25 reimbursement for the basic phone and \$50 for a phone and data plan, when applicable – the latter applies to County Manager, Department

Heads, and those the Department Heads determine within their rank. County owned phones that would remain would be associated with a vehicle.

FY 15 Fund 10.861 County Grant Application – Update

As of Fri., Mar. 14th 4PM, 10 grant applications were received for a total of \$214,158.

Agenda Item No. 7. Commissioners Report

Agenda Item No. 7.a.i. Compliance Tour Letter: Review & Ratify

A draft letter addressed from the Chair to the State Department of Attorney General's Office related to a tour held on Jan. 14th, and using notes from the tour for the DOC Compliance RSA 30-B:12, was distributed and reviewed [Appendix F].

**10:31 Motion: for the Chair to sign the attached letter and send it to the AG's office.
Made by: Nelson. Seconded by: Barrette. Voice vote: All in favor.**

Agenda Item No. 7.a.ii. Old Business - Goal Setting Update: Televised Meeting Discussion

Levine met with Jeff Nintzel, NCTV Director to discuss filming Board and Delegation meetings, as well as creating other County special videos. NCTV has committed to allowing the County to use equipment, when needed, as there is not a lot of day time demand. Nintzel feels there is a live feed in the County Commissioners Conference Room, but unsure if it still works. There is additional hours budgeted in the Commissioners' Office for Ms. Skeie to be trained on the filming equipment and to film for meetings and special projects. NCTV would then burn a DVD and distribute to CCTV and YCN. Nelson requested Purdy to have the Activities Director tape the SCHC Valentines Dances for one of the special projects. Barrette suggested they tape special events throughout each year, and release a 'yearlong video' highlighting the Sullivan County Health Care and surrounding land scape. Levine would like to interview department heads and have Skeie film the interviews. The Chair requested her to involve the 4-H clubs.

Agenda Item No. 7.b.i. New Business: County Government Month

Levine will be issuing an abbreviated Press Release highlighting County events. A longer version will be available on line showing all activities and programs.

Agenda Item No. 7.b.ii. Other New Business

Rep. Cloutier noted the Delegation recently met related to approval of previous meeting minutes. The Delegation has been busy in Concord, which will lessen soon. He has reminded the Delegation they need to set Elected Official salaries prior to June and Rep. Gottling has confirmed she will call a meeting of the Executive Finance Committee to attain elected official input on salaries, then they will submit EFC recommendations to the full Delegation. Cloutier anticipates the next Delegation meeting to be held in May.

Agenda Item No. 8. Public Participation

Larry Converse discussed his experience with wood harvesting projects – in particular: marking trees and the felling method. Chute reiterated the felling methods he discussed earlier in the meeting. Commissioner Barrette noted he would 'yield to whatever Lionel decides'. Nelson requested Chute to add into the guidelines that all debris is removed from

the field, and asked if they would be requesting a deposit from the harvesters. Chute noted the area would be inspected. Barrette interjected, if the harvester does not do a good job, the County would not allow them to participate in the program again. He discussed earmarking revenues for field maintenance. Levine noted she disagreed with earmarking revenue. Barrette indicated they needed more of a clear plan as to what they will be doing with the fields. Chute discussed the Forest Management Plan that had 'all kinds of work embedded into the plan that did not cost – i.e. boundary line maintenance'; he noted the County has been only allowing 'big tree' harvesting. He added, '*some time you have to spend money to make money*'. Nelson would like to see a revenue line specific for the permit funds. Levine pointed out that Chute has a plan that has been thoroughly thought through.

Larry Converse suggested as it relates to the biomass fuel savings, to set aside the monies to use for maintenance on equipment wear and tear.

Larry Converse asked if the Commissioner's budget would be posted at the County website. The Chair noted it would be posted when the Commission approved it.

**10:49 Motion: to adjourn the meeting. Made by: Barrette. Seconded by: Nelson.
Voice vote: All in favor.**

Respectfully submitted,



Bennie Nelson, Vice Chair
Board of Commissioners

BN/sjc

Date minutes approved: April 7th, 2014



Monday March 17th, 2014

9:00 AM Regular Business Meeting

Sullivan County NH, Board of Commissioners

AGENDA

Meeting Location: Unity County Complex

County Unity Complex – Ahern Building Function Hall

MapQuest/Google Address: 5 Nursing Home Drive, Claremont, NH 03743

- | | | |
|-------------------|----|--|
| 9:00 AM – 9:30 AM | 1. | Auditor Exit Interview for FY13 End of Year Financials |
| 9:30 AM – 9:50 AM | 2. | Department of Corrections Superintendent's Report, <i>Ross L. Cunningham</i>
a. Population Census Review
b. Staffing Update |
| 9:50 AM – 10:10AM | 3. | Facilities & Operations Director's Report, <i>John Cressy</i>
a. Biomass Plant Update
b. Water Well #7 Update |
| 10:10AM – 10:30AM | 4. | Sullivan County Health Care Administrator's Report, <i>Ted Purdy</i>
a. Census Review
b. Staffing Update |
| 10:30AM – 10:50AM | 5. | Sullivan County Natural Resource Director's Report, <i>Lionel Chute</i>
a. NH State Library Conservation License Plate Grant Application (Moose Plate Funds): Restoration and digitization of <i>Poor House</i> 1867-1932 and House of Corrections 1923-1932 records. App. Deadline: April 25 th
b. County Land Fire Wood Harvest Program Draft <i>Conditions & Permit-Guidelines</i>
c. Conservation District Plant Sale - Deadline April 4 th – Brochure and Order Form |

The times reflected on this agenda, other than the start time, are estimates. Actual time will depend on level of interest and participation.



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|--------------------|-----|--|
| 10:50AM – 11:10AM | 6. | County Manager's Report, <i>Jessie Levine</i>
a. Cell phone reimbursement |
| 11:10AM – 11:30AM | 7. | Commissioners' Report
a. Old Business
i. Compliance Tour Letter: Review & Ratify
ii. Goal Setting Update
1. Televised Meeting Discussion
iii. Other old business
b. New Business
i. County Government Month Press Release
ii. Other new business |
| 11:30AM – 11:45AM | 8. | Public Participation |
| 11:45AM – 11:50 AM | 9. | Meeting Minutes Review
a. Mar. 10 th Public Meeting Minutes |
| 11:50AM | 10. | Adjourn meeting |



Upcoming Events / Meetings:

APRIL – NATIONAL COUNTY GOVERNMENT MONTH

- Apr. 6TH - 11th** **National Volunteer Week – Thank you!**
- Apr. 7th Mon.** **Commissioners Regular Business Meeting**
Time: **9 AM**
Place: Newport, NH – 14 Main Street
- Apr. 7th Mon.** **Conservation District Meeting**
Time: **12 PM**
Place: Unity, NH – Ahern Building
- Apr. 10th Thu.** **Mental Health First Response Training**
Time: **8 AM**
Place: Newport, NH – Sugar River Bank
Community Room
- Apr. 11th Fri.** **NHAC Executive Council Meeting**
Time: **10 AM**
Place: Concord, NH – Primex Building
- Apr. 26th Sat.** **Prescription Drug Take-Back Day**
Time: **10 AM – 2 PM**
Visit www.preventionWorksNH.org for locations in
Sullivan County
- Apr. 28th Mon.** **Job Fair & Volunteer Recruitment Drive**
Time: **9 AM to 3 PM**
Place: **Newport, NH - County**
Administration Building, 14 Main
Street, 3rd Floor

To reserve table space or to submit a list of job openings and volunteer opportunities available, in the Sullivan County region, please contact the Sullivan County Commissioners Office 603.863-2560 Ext. 105



Sullivan County Department of Corrections
103 County Farm Rd
Claremont, NH 03743

Appendix A.

Intra-Department Memorandum

From: Sgt. Milliken Date: March 17, 2014
Subject: Daily Report At: Classification Department
To: Superintendent Ross L. Cunningham

POPULATION DATA:

House of Corrections	Pre-Trial Inmates	Protective Custody	Home Confinement
Male – 38	Male – 14	Male – 0	Male – 9
Female – 15	Female – 2	Female – 0	Female – 3

Total In-House Population: 69 (Home Confinement – (12) In-House Population on 3-17-13 / 65

Unit Breakdown *(included in the above count):*

Unit 1 – 20	Male Flex – 7	Female Flex – 7
Unit 2 – 5	Male Treatment – 1	Female Treatment – 3
Unit 3 – 13	Male Work Release – 8	Female Work Release – 2
OBS – 3		

Jail Total: 41 CCC Total: 28

CENSUS DATA:

Cheshire Cty.	Strafford Cty.	Phoenix House	Weekender	Hillsborough Cty.
Male – 4	Male – 0	Male – 0	Male – 1	Male – 1
Female – 2	Female – 0	Female – 0	Female – 0	Female – 0
Grafton Cty.	NHSP/SPU/VTSP	Merrimack Cty.	Rockingham Cty.	CIP
Male – 1	Male – 8	Male – 2	Male – 1	Male – 1
Female – 1	Female – 1	Female – 0	Female – 0	Female – 1

Total Census Population: 104 Census Population on 3-13-13 / 89

Individuals Housed at SCDOC for other Facilities:

3 - Males from NHSP
4 - Rockingham Cty.
1 - Cheshire Cty.

Pre-Trial Services Program – Total: 28 Male - 13 Females - 15

Feb 2014

MEDICARE							
	Feb 2013 Actual	Feb 2013 AVG DAILY CENSUS	Feb 2014 Actual	Feb 2014 AVG DAILY CENSUS	BUDGETED	BUDGETED AVG CENSUS	VARIANCE
CENSUS:	281	10	214	8	252	9	-38
REVENUE	\$150,101.98		\$100,125.51		\$119,700.00		-\$19,574.47
AVERAGE RATE PER DAY	\$534.17		\$467.88		\$475.00		-\$7.12

PRIVATE							
	Feb 2013 Actual	Feb 2013 AVG DAILY CENSUS	Feb 2014 Actual	Feb 2014 AVG DAILY CENSUS	BUDGETED		VARIANCE
CENSUS:	561	20	378	14	504	18	-126
REVENUE	\$145,575.00		\$102,690.00		\$133,560.00		-\$30,870.00
AVERAGE RATE PER DAY	\$259.49		\$271.67		\$265.00		\$6.67

MEDICAID							
	Feb 2013 Actual	Feb 2013 AVG DAILY CENSUS	Feb 2014 Actual	Feb 2014 AVG DAILY CENSUS	BUDGETED		VARIANCE
CENSUS:	3,044	109	3,191	114	3,108	111	83
REVENUE	\$443,328.16		\$511,868.31		\$452,649.12		\$59,219.19
AVERAGE RATE PER DAY	\$145.64		\$160.41		\$145.64		\$14.77

HCBC (RESPIRE)							
	Feb 2013 Actual	Feb 2013 AVG DAILY CENSUS	Feb 2014 Actual	Feb 2014 AVG DAILY CENSUS	BUDGETED		VARIANCE
CENSUS:	0	0	0	0	0	0	0
REVENUE	0		\$0.00		\$416.67		-\$416.67
AVERAGE RATE PER DAY	\$160.32		#DIV/0!				\$0.00

INSURANCE/MNGD CARE							
	Feb 2013 Actual	Feb 2013 AVG DAILY CENSUS	Feb 2014 Actual	Feb 2014 AVG DAILY CENSUS	BUDGETED		VARIANCE
CENSUS:	0	0	28	1	0	0	28
REVENUE	\$350.00		\$10,662.87		\$2,684.93		\$7,977.94
AVERAGE RATE PER DAY	#DIV/0!		\$380.82		\$350.00		\$30.82

	Feb 2013 Actual	Feb 2013 AVG DAILY CENSUS	Feb 2014 Actual	Feb 2014 AVG DAILY CENSUS	0		
TOTAL CENSUS	3,886		3,811		3,864		
AVERAGE CENSUS		138.8		136	0	138.0	
	\$739,005.14		\$725,346.69		\$709,010.72		

MEDICARE B REVENUE							
	Feb 2013 Actual		Feb 2014 Actual		BUDGETED		VARIANCE
	\$36,211.65		\$36,175.65		\$31,755.22		\$4,420.43
	\$775,216.79		\$761,522.34		\$740,765.94		
				TOTAL MONTHLY REVENUE VARIANCE			\$20,756.40

\$16,335.97

\$20,756.40

SCHC Revenue Review thru 02/28/2014

DRAFT

243 Days

	Annual Budget	YTD Budget	YTD	Variance	
Medicaid	5,900,605	3,928,348	4,221,087	292,739	
Private	1,741,050	1,159,110	887,821	(271,289)	
Insurance/Managed Care	35,000	23,301	55,340	32,039	
Respite (HCBC)	5,000	3,329	5,530	2,201	
Medicaid Assessment	1,296,480	648,240	1,042,531	394,291	Paid quarterly (2 payments)
Medicare Part B (Total)	413,952	275,590	308,357	32,767	
Medicare Part A	1,560,375	1,038,825	735,581	(303,244)	
Proshare	1,762,875			-	Paid at end of FY
Net Variance from Operations		7,076,743	7,256,246	179,503	
Misc Income	20,000	13,315	15,393	2,078	
Cafeteria	17,500	11,651	17,573	5,922	
Meals	340,051	226,390	226,701	311	
YTD Variance	13,092,888	7,328,099	7,515,913	187,814	

B3.

Sullivan County Nursing Home
Quarterly Resident Census

Resident Census - FY 14

	TOTAL DAYS	MEDICAID	PRIVATE	SKILLED	HCBC	MANAGED	LEAVE	TOTAL DAYS
	AVAILABLE	DAYS	DAYS	DAYS	RESPITE	CARE	DAYS	FILLED
Jul-13	4836	3481 85.42%	476 11.68%	118 2.90%	0 0.00%	0 0.00%	0 0.00%	4075 84.26%
Aug-13	4836	3534 86.64%	385 9.44%	152 3.73%	6 0.15%	0 0.00%	2 0.05%	4079 84.35%
Sep-13	4680	3448 87.74%	372 9.47%	108 2.75%	1 0.03%	0 0.00%	1 0.03%	3930 83.97%
1ST QUARTER	14,352	10,463 86.59%	1,233 10.20%	378 3.13%	7 0.06%	0 0.00%	3 0.02%	12,084 84.20%
Oct-13	4836	3456 83.86%	448 10.87%	181 4.39%	7 0.17%	28 0.68%	1 0.02%	4121 85.22%
Nov-13	4680	3397 84.88%	421 10.52%	171 4.27%	0 0.00%	13 0.32%	0 0.00%	4002 85.51%
Dec-13	4836	3482 83.94%	443 10.68%	204 4.92%	0 0.00%	19 0.46%	0 0.00%	4148 85.77%
2ND QUARTER	14,352	10,335 84.22%	1,312 10.69%	556 4.53%	7 0.06%	60 0.49%	1 0.01%	12,271 85.50%
Jan-14	4836	3480 83.07%	402 9.60%	254 6.06%	20 0.48%	31 0.74%	2 0.05%	4189 86.62%
Feb-14	4368	3190 83.71%	378 9.92%	214 5.62%	0 0.00%	28 0.73%	1 0.03%	3811 87.25%
Mar-14		#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	0 #DIV/0!
3RD QUARTER	9,204	6,670 83.38%	780 9.75%	468 5.85%	20 0.25%	59 0.74%	3 0.04%	8,000 86.92%
Apr-14		#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	0 #DIV/0!
May-14		#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	0 #DIV/0!
Jun-14		#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	0 #DIV/0!
4TH QUARTER	0	0 #DIV/0!	0 #DIV/0!	0 #DIV/0!	0 #DIV/0!	0 #DIV/0!	0 #DIV/0!	0 #DIV/0!
FY '13 TOTAL	37,908	27,468 84.90%	3,325 10.28%	1,402 4.33%	34 0.11%	119 0.37%	7 0.02%	32,355 85.35%
YTD AVG.		113.0	13.7	5.8	0.1	0.5	0.0	133.1

Avg
Census

131.3

Leave MLOA-home MCD-2
Leave MLOA-home MCD-1

Leave Private - 1

133.4

Leave Private - 1; MCD - 1
Leave MCD - 1

135.6

0.0

Resident Census - FY 13

	TOTAL DAYS	MEDICAID	PRIVATE	SKILLED	HCBC	MANAGED	LEAVE	TOTAL DAYS
	AVAILABLE	DAYS	DAYS	DAYS	RESPITE	CARE	DAYS	FILLED
Jul-12	4836	3331 77.68%	581 13.55%	339 7.91%	5 0.12%	29 0.68%	3 0.07%	4288 88.67%
Aug-12	4836	3400 79.35%	607 14.17%	265 6.18%	7 0.16%	6 0.14%	0 0.00%	4285 88.61%
Sep-12	4680	3199 80.54%	580 14.60%	188 4.73%	0 0.00%	0 0.00%	5 0.13%	3972 84.87%
1ST QUARTER	14,352	9,930 79.16%	1,768 14.09%	792 6.31%	12 0.10%	35 0.28%	8 0.06%	12,545 87.41%
Oct-12	4836	3319 79.17%	606 14.46%	252 6.01%	0 0.00%	13 0.31%	2 0.05%	4192 86.68%
Nov-12	4680	3333 78.65%	557 13.14%	298 7.03%	5 0.12%	40 0.94%	5 0.12%	4238 90.56%
Dec-12	4836	3354 78.25%	607 14.16%	320 7.47%	2 0.05%	1 0.02%	2 0.05%	4286 88.63%
2ND QUARTER	14,352	10,006 78.69%	1,770 13.92%	870 6.84%	7 0.06%	54 0.42%	9 0.07%	12,716 88.60%
Jan-13	4836	3282 78.03%	622 14.79%	301 7.16%	0 0.00%	0 0.00%	1 0.02%	4206 86.97%
Feb-13	4368	3082 79.31%	551 14.18%	253 6.51%	0 0.00%	0 0.00%	0 0.00%	3886 88.97%
Mar-13	4836	3462 81.96%	542 12.83%	220 5.21%	0 0.00%	0 0.00%	0 0.00%	4224 87.34%
3RD QUARTER	14,040	9,826 79.78%	1,715 13.92%	774 6.28%	0 0.00%	0 0.00%	1 0.01%	12,316 87.72%
Apr-13	4680	3406 83.42%	461 11.29%	189 4.63%	0 0.00%	26 0.64%	1 0.02%	4083 87.24%
May-13	4836	3424 83.27%	486 11.82%	163 3.96%	6 0.15%	31 0.75%	2 0.05%	4112 85.03%
Jun-13	4680	3360 84.00%	491 12.28%	123 3.08%	0 0.00%	25 0.63%	1 0.03%	4000 85.47%
4TH QUARTER	14,196	10,190 83.56%	1,438 11.79%	475 3.89%	6 0.05%	82 0.67%	4 0.03%	12,195 85.90%
FY '12 TOTAL	56,940	39,952 80.27%	6,691 13.44%	2,911 5.85%	25 0.05%	171 0.34%	22 0.04%	49,772 87.41%
YTD AVG.		109.5	18.3	8.0	0.1	0.5	0.1	136.4

Avg
Census

136.4

(2-pvt leave)

138.2

(1-pvt leave)

136.8

134.0

Note: This report includes only the selection criteria listed below.
 Effective Date From 2/1/2014 Thru 2/28/2014
 Status: All
 Sort: AR Type

B.4.

Summary Admission / Discharge Report

Sullivan County Health Care (SC)
 Admissions (Includes Readmits)

Page 1 of 2
 03/14/2014 2:47 PM
 RI6300B

<i>A/R Type</i>	<i>From/To</i>	<i>Admissions</i>	<i>Readmits</i>	<i>Discharges</i>
MCD	Unknown	0	1	1
	20 Expired in Facility	0	0	2
	HM Home	1	0	1
	HP Hospital	0	0	2
	<i>MCD Subtotal</i>	1	1	6
MRA	41 Expired Medical Faci	0	0	1
	5 Acute care hospital	0	0	0
	AL Assisted Living	0	0	1
	HP Hospital	1	0	0
	<i>MRA Subtotal</i>	1	0	2
PVT	HM Home	0	0	0
	NH Nursing Home	1	0	0
	<i>PVT Subtotal</i>	1	0	0
<i>Total</i>		3	1	8

Note: This report includes only the selection criteria listed below.
Effective Date From 7/1/2013 Thru 2/28/2014
Status: All
Sort: AR Type

B.S.

Summary Admission / Discharge Report

Sullivan County Health Care (SC)

Admissions (Includes Readmits)

Page 1 of 2

03/14/2014 2:48 PM

RI6300B

<i>A/R Type</i>	<i>From/To</i>	<i>Admissions</i>	<i>Readmits</i>	<i>Discharges</i>
HCB	5 Acute care hospital	1	0	0
	HM Home	1	0	1
	HP Hospital	1	0	1
	<i>HCB Subtotal</i>	3	0	2
INS	HP Hospital	0	0	0
	<i>INS Subtotal</i>	0	0	0
MCD	Unknown	0	1	1
	20 Expired in Facility	0	0	16
	AL Assisted Living	1	0	0
	HM Home	2	1	2
	HP Hospital	3	2	10
	NH Nursing Home	2	0	0
	<i>MCD Subtotal</i>	8	4	29
MRA	Unknown	0	0	0
	20 Expired in Facility	0	0	4
	41 Expired Medical Faci	0	0	1
	5 Acute care hospital	0	0	0
	AL Assisted Living	0	0	1
	HM Home	0	2	10
	HP Hospital	21	10	2
	NH Nursing Home	0	0	0
	<i>MRA Subtotal</i>	21	12	18
PVT	1 Private home/apartme	0	0	0
	2 Private home/apartme	0	0	0
	20 Expired in Facility	0	0	1
	5 Acute care hospital	0	0	0
	AL Assisted Living	0	0	1
	HM Home	1	0	0
	HP Hospital	1	0	1
	NH Nursing Home	1	0	1
	<i>PVT Subtotal</i>	3	0	4
MRP	HP Hospital	1	1	0
	<i>MRP Subtotal</i>	1	1	0
	<i>Total</i>	36	17	53

B.L.

Interim Aged Analysis
Sullivan County Health Care (SC)
For the Month of February, 2014

Page 26 of 26
3/14/2014 2:39PM
AR6200B

Resident (Res #) (Discharge Date)

Type Balance	Feb	Jan	Dec	Nov	Oct	Sep	Aug	Jul	Jun	May	Apr	Mar	Feb	Balance
Interim Aged Analysis Summary														
HCB		3,206.40			1,122.24	160.32	961.92						222.92	5,673.80
INS	19,659.24	13,604.48	14,096.69	11,325.69	8,599.51	147.01-	1,033.14	4,459.94	65.68	32.53	60.38	58.24	7,622.06	80,470.57
MCD	402,909.73	10,837.34	5,670.13	10,510.80	8,368.00	4,549.61	10,873.93	4,392.79	3,029.01	2,160.56	4,170.40	14,256.10	35,517.83	517,246.23
MRA	75,197.51	45,054.88	5,796.37							7,641.60	145.14		5,356.73-	128,478.77
MRB	28,821.78	6,641.84	364.34	26,224.79	1,647.41	0.07	119.71	35.66	340.53	433.08	1,720.90	1,668.98	9,911.54	77,930.63
MXA	6,495.00	9,009.00	7,273.00	8,309.00	2,812.00				888.00	9,225.27	10,858.11	15,345.71	30,641.88	100,856.97
MXB	5,174.63	4,873.97	2,242.43	4,212.82	988.75	2,553.57	1,482.57	583.04	941.15	1,922.75	1,678.40	2,496.34	2,225.18	31,375.60
PVT	32,480.03	33,374.30	12,550.60	9,959.60	17,497.35	17,682.90	14,315.37	14,381.91	13,043.44	8,110.31	7,609.92	6,752.60	223,608.40	411,366.73
RES	1,486.72	730.79-	371.77	1,751.71	675.64	1,871.46	1,646.36	1,380.82	1,380.82	1,380.82	1.60	1.60	36,529.35	47,747.88
MRP	10,662.87	14,113.06	7,896.42	6,056.66	11,051.60				2,438.56	18,898.84	15,850.64			86,968.65
AIN			626.29											626.29
	582,887.51	139,984.48	56,888.04	78,351.07	52,762.50	26,670.92	30,433.00	25,234.16	22,127.19	49,805.76	42,095.49	40,579.57	340,922.43	1,488,742.12
	39%	9%	4%	5%	4%	2%	2%	2%	1%	3%	3%	3%	23%	100%

Medicare Length of Stay Analysis
Sullivan County Health Care (SC)

Page 1 of 1
3/15/2014 2:29 PM
AR7400A

	Feb 2014	Jan 2014	Dec 2013	Nov 2013	Oct 2013	Sep 2013	Aug 2013	Jul 2013	Jun 2013	May 2013	Apr 2013	Mar 2013	12 Mos.	Calendar YTD
Total Admits & Readmits (All payer types)	4	9	5	1	9	4	13	8	8	6	10	8	85	13
MCR # Admits & Readmits	1	8	3	1	5	3	7	5	4	5	5	3	50	9
MCR # Discharges from facility	2	2	2	1			7	4	1	4	1	2	26	4
MCR Discharged LOS	45.0	45.5	42.0	46.0			24.4	27.3	2.0	24.8	10.0	15.5	28.2	45.3
MCR # End or A/R Change	3	2	1	2	1	2	2		3	5	3	4	28	5
MCR End or A/R Change LOS	82.0	61.0	92.0	72.0	9.0	60.0	19.0		28.7	50.6	67.0	54.0	54.5	73.6
Total Average MCR LOS	67.2	53.3	58.7	63.3	9.0	60.0	23.2	27.3	22.0	39.1	52.8	41.2	41.9	61.0
Total MCR Days	214	254	204	171	181	108	152	118	123	163	189	220	2097	468
Rehab RUGs	214	254	204	171	181	108	152	118	121	157	188	210	2078	468
% of Total MCR Days	100%	100%	100%	100%	100%	100%	100%	100%	98%	96%	99%	95%	99%	100%
Non-Rehab RUGs									2	6	1	10	19	
% of Total MCR Days									2%	4%	1%	5%	1%	
Default Days														
% of Total MCR Days														
A ADL (low dependency)	77	123	82	49	47	23	59	80	55	87	99	52	833	200
% of Total MCR Days	36%	48%	40%	29%	26%	21%	39%	68%	45%	53%	52%	24%	40%	43%
B ADL (medium dependency)	76	46		16	26	31	44	21	28	52	72	77	489	122
% of Total MCR Days	36%	18%		9%	14%	29%	29%	18%	23%	32%	38%	35%	23%	26%
C ADL (high dependency)	61	85	122	106	108	54	49	17	40	24	18	91	775	146
% of Total MCR Days	29%	33%	60%	62%	60%	50%	32%	14%	33%	15%	10%	41%	37%	31%
Medicare Net Revenue	\$100,126	\$123,022	\$99,670	\$87,624	\$98,528	\$55,801	\$69,060	\$56,287	\$56,056	\$67,346	\$90,190	\$117,029	\$1,020,738	\$223,148

Application Coversheet

2014/ 2015 Conservation License Plate Grant Program
New Hampshire State Library

Read Grant Instructions before completing this form

Organization Name: Sullivan County

Grant Title: Sullivan County Poor House and Department of Corrections Records: 1867-1932

Grant Funds Requested: (whole dollars): \$5080

Has the applicant received a Conservation License Plate grant award(s) from the NH State Library?

☐ Yes ☒ No

Year(s)	Amount(s)	Project Title(s)

Organization name and mailing address:

Sullivan County

Name of Project Director:

- Lionel Chute, Director of Natural Resources

Project Director mailing address (if different):

- 95 County Farm Rd., Unity, NH 03743

Project Director Email address:

- lchute@sullivancountynh.gov

Project Director Phone number:

- (603) 542-4891

(Signature of Project Director)

(Date)

(Signature of authorizing official)

(Title)

(Date)

Printed name of authorizing official

Application Budget Sheet

2013/2014 Conservation License Plate Grant Program
New Hampshire State Library

Read Grant Instructions before completing this form

Itemize by Category	Attachments required (supporting documentation)	Amount (Whole Dollars)
Conservation treatment	Non-binding quote from vendor	\$3980
Microfilming (include cost for State Library & State Archives)	Non-binding quote for microfilming. AMOUNT MUST INCLUDE one copy of reels for both NH State Library and NH State Archives.	\$650
Digitization	Non-binding quote for scanning and reformatting	\$350
Archival supplies	Provide details in the Budget Explanation. DO NOT submit catalog pages.	NA
Wages	Provide details in Budget Explanation Hourly rate for Full/Part-time employee for processing & finding aids.	NA
Preservation Consultant	Provide details in Budget Explanation Non-binding quote for services, including mileage, meals and lodging, if applicable.	NA
Shipping/Delivery Costs	Provide details in Budget Explanation	\$100
Other	Provide details in Budget Explanation	0
TOTAL FUNDS REQUESTED		\$5080



KOFILE PRESERVATION

February 7, 2014

Sullivan County
Lionel Chute, Natural Resources Director
95 County Farm Road
Unity, NH 03743

Dear Lionel:

Enclosed are my findings for the material I examined along with a bio for our lab manager and an overview of our company. Both of these items should aid you in completing your grant application.

All work, conservation, scanning and microfilm will be done at our Essex, VT facility. To provide you with the best image possible we scan and film the original, not convert one format to another.

Best of luck with your Moose Plate Grant.

Please contact us at 800-639-3027 or William.stewart@kofile.us with any questions.

Best regards,



Bill Stewart

Enc: Carol Marotti bio
Kofile profile

Conservation Proposal

Sullivan Co., NH

February 7, 2014

Item: Sullivan Register of Poor 1868-1924

Condition: Volume measures 18" x 12", contains 476 pages with the last 4 pages cut from the book. Pages 436 and 437 have page extensions glued to the bottom of the pages which are folded back into the textblock. One extension has torn and is loose inside the book with the other one very close to being separated. There are also 2 loose 14" x 8 ½" sheets inside the front cover. The textblock is brittle with the stitch points failing and folios beginning to split. The leading edges of the first 32 pages are beginning to show signs of chipping. Two pieces of white cloth binders tape we noted with no scotch tape or other attempts of repair seen. There is a tide mark in the textblock, however no signs of mold were seen. The cover is badly warped and stained.

Treatment to include: Creation of information log; dismantle bindings following accepted archival restoration guidelines. As this volume will be encapsulated the folios will be manually separated into single sheets. Any gross rips or tears will be mended using lightweight tissue closely matched in color; paper is deacidified using Bookkeeper® spray on both sides of the sheet to insure complete buffering of the pages. Due to the fragile nature of the paper the pages will be placed into archival grade polyester envelopes and into hard backed covered record binders. Volumes will be returned as two books each.

Items: Register of Prisoners 1925-1932

Register of Inmates 1925-1932

Condition: Volumes measure 19" x 14" and while both textblocks consist of 400 +/- pages, there are only 60 and 80 pages respectively that contain written records. The coverboards are badly warped with some water staining evident. Due to the warped nature of the coverboards re-use is not recommended. They can be returned along with the blank pages for display purposes if requested. Written in iron gall on a heavy weight wood pulp paper, there was no cracking, chipping or splitting of folios. No previous mends or repairs were found, paper tested acidic.

Treatment: Information log created for each volume. Bindings dismantled following accepted archival restoration guidelines removing all original binding materials, adhesive residues and pressure sensitive tape. Paper mended and guarded using Gampi or proven equal for tear repairs, Koso or proven equal for guarding. Adhesive is ethyl cellulose or proven equal. Sufficient press time is allowed to insure paper will not cockle. Deacidification is done using Bookkeeper spray on both sides of the sheet. The final pH is in the range of 8 with an alkaline reserve of 2-4%. Images are tested prior to treatment to determine compatibility with the process. Given the small number of pages in these two volumes, the fact the size of the textblocks and years are the same, the option of combining the books is given to reduce costs. Sewing is done using unbleached linen stock and following existing sewing stations. Boards are acid-free binders board of a thickness to preclude warping. Cover material is leather with tooling performed with 23 karat gold foil.



One Allen Martin Drive, Essex, VT 05452 800-639-3027 802-878-3335 Fax: 802-878-0932 www.kofile.us

C.S.

Pricing
Sullivan County
February 7, 2014

Option one

<u>Title</u>	<u>Conservation</u>	<u>35mm film with 2 dups</u>	<u>Scan to CD-PDF</u>	<u>Shipping</u>
Sullivan Register of Poor 1868-1924	\$2,880.00 Mylar, 2 vols.	\$450.00	\$250.00	\$50.00
Register of Prisoners 1925-1932	950.00 sew	200.00	100.00	25.00
Register of Inmates 1925-1932	950.00 sew	200.00	100.00	25.00
Totals	\$4,780.00	\$850.00	\$450.00	\$100.00

Total investment: \$6,180.00

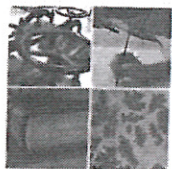
Option two

<u>Title</u>	<u>Conservation</u>	<u>35mm film with 2 dups</u>	<u>Scan to CD-PDF</u>	<u>Shipping</u>
Sullivan Register of Prisoners 1868-1924	\$2,880.00 Mylar, 2 vols.	\$450.00	\$250.00	\$50.00
Register of Prisoners 1925-1932				
Register of Inmates 1925-1932				
Combine above two vols.	1,100.00 sew	200.00	100.00	50.00
Totals	\$3,980.00	\$650.00	\$350.00	\$100.00

Total investment \$5,080.00



One Allen Martin Drive, Essex, VT 05452 800-639-3027 802-878-3335 Fax: 802-878-0932 www.kofile.us



NORTHEAST
DOCUMENT
CONSERVATION
CENTER

100 Brickstone Square, Andover, MA 01810-1494
ph 978-470-1010 • fax 978-475-6021 • www.nedcc.org

February 28, 2014

Attn: Lionel Chute, Dir. of Natural Resources
Sullivan County, NH
95 County Farm Road
Unity, NH 03743

Re: NEDCC Job #14.061 B & I

Dear Mr. Chute,

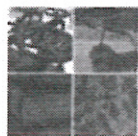
Enclosed are two copies of our condition report and estimate for treatment of three record books, as well as digital imaging estimates.

- The recommended conservation treatment is listed in the body of the proposal and we consider each step of the recommended treatment necessary for preservation of the objects. The conservators at the Northeast Document Conservation Center work as efficiently and safely as possible and within guidelines set by the American Institute for Conservation of Historic and Artistic Works.
- Work that is desirable, but not necessary, appears in the proposal as an option with additional cost. Please check the space provided if you would like the optional work done.
- Once the work begins, should we encounter the unexpected and need to revise this treatment proposal you will be consulted immediately.
- Please enter the appropriate insured value in the space provided. Unless your insurance company sends NEDCC a waiver of subrogation, all objects left here will be insured under our policy. If no insurance figure is received from you, we shall assign a value of \$500 to the project.
- If you want NEDCC to proceed with the recommended treatment, please sign the white copy of each proposal and return them at your earliest convenience. The yellow copies are for your files.

We hope to hear from you soon. Please do not hesitate to call if you have questions. We are happy to answer inquiries about scheduling or the treatment or care of objects.

Sincerely,


Mary Patrick Bogan
Director, Book Conservation Lab



NORTHEAST DOCUMENT CONSERVATION CENTER

100 Brickstone Square, Andover, MA 01810-1494
ph 978-470-1010 • fax 978-475-6021 • www.nedcc.org

Mary Patrick Bogan
Director of Book Conservation

Bill Veillette
Executive Director

RECEIVED FROM (Owner or Authorized Agent):
Sullivan County, NH
95 County Farm Road
Unity, NH 03743

Date: February 26, 2014 MPB/JHH
Job #: 14.061 B&I .1 of 2
Contact: Lionel Chute, Dir. of Natural Resources
Phone: (603) 542-4891
email: Ichute@sullivancountynh.gov

Object: record book

No. of Pages: ~476

Title/Bibliographic Information: Poor House Records 1867-1924

Dimensions: 460mm x 325mm

CONDITION ON RECEIPT: The full-leather stationery binding is covered in blind-tooled reverse calf. It has false raised bands and gold-tooled leather banding and labels. The covers are dirty, scuffed and water-damaged. The front board is warped, with small losses of leather along the board edges and corners, and a small break at the head of the front joint. The marbled-paper and plain-paper flyleaves are cockled and water-stained. A small loss appears at the bottom edge of the front marbled flyleaf and the front plain flyleaf is heavily creased. The back marbled flyleaf is stuck to the pastedown and has a tear across most of its width. A small manuscript document is stuck between the back flyleaf and the pastedown. The text block consists of four-folio gatherings of ruled pages with printed headings and entries in a variety of manuscript inks. The sewing appears to be intact, but several folios are partially split along the spine fold and are coming loose from the text block. Two leaves are glued together. The pages are dirty and discolored, especially along the edges. A few are water-stained at the head and fore edge. Some leaves have small tears, creases and chips along the edges. Two sheets of legal-size paper with entries in graphite pencil are loose at the front of the volume. Two pieces of ruled paper with manuscript entries have been tipped to the bottom of two of the leaves. One has broken along the fold line and is loose within the text block, the other is partially broken. Both are dirty, torn and ragged along the edges. The surface pH of the paper where tested is 4.5. Please note: The recommended treatment is based on the condition of the volume at the time of examination. Treatment and cost may need revision if condition of the volume changes.

RECOMMENDED TREATMENT:

Provide written and photographic documentation of condition before and after treatment.
Collate.

Surface clean pages to reduce surface dirt.

Measure surface pH of the paper before and after treatment.

Disbind (remove sewing and separate sections).

Treat as necessary to release back flyleaf from pastedown and expose inaccessible document for imaging.

Treat as necessary to remove tipped on documents.

Mend tears and guard folds where necessary Japanese paper and starch paste.

Line tipped-in documents with Japanese paper and starch paste and hinge back into current position.

Sew with linen thread.

Bind in cloth using a split-board structure.

Title. (Unless otherwise changed, title will appear as on attached sheet.)

Construct a custom phase box to dimensions of volume. Title. (Unless otherwise changed, title will appear as on attached sheet.)

ESTIMATED COST OF RECOMMENDED TREATMENT not including options, insurance, delivery or other, \$6,220.

(Continued)

C.8

Sullivan County, NH
NEDCC Job #14.061 B&I.1 of 2
Page Two

OPTION:

Digitize volume. Please see separate estimate.

Microfilm: For creation of microfilm from the digital files, please contact Image Graphics at www.igraph.com/,
240 Long Hill Cross Road, Shelton, CT 06484 Telephone: 203-926-0100 Fax: 203-926-9705

It is understood and agreed between the parties to this agreement that the treatment may be modified or halted should new problems arise. After consultation with the Owner or Authorized Agent, a new estimate may be given if the problems are more difficult and time-consuming than apparent at first. **Estimate valid for 12 months.** OWNER'S STATEMENT OF INSURANCE VALUE: maximum liability limited to \$_____. Unless the owner's insurance policy provides the standard all risk perils and the owner's insurance company sends the Center a waiver of subrogation, all works left here must be insured under our policy at a rate of \$1.00 per month per \$1,000 value. If no valuation is provided by the owner, an assignment of \$500 will be placed on the above object(s) for the purpose of insurance coverage. THE UNDERSIGNED RECOGNIZES that conservation treatment procedures may involve a certain amount of risk. Therefore, in further consideration, and as a condition of NEDCC's undertaking the work on the above object(s), the undersigned waives and releases NEDCC from all claims that may arise due to damage or loss to the above object(s). The undersigned hereby grants permission to NEDCC to use the record of this treatment, including photographs, for its educational programs. AUTHORIZATION IS HEREBY GIVEN to the NORTHEAST DOCUMENT CONSERVATION CENTER to treat the above object(s). It is acknowledged that the undersigned has read and understands the estimate and all terms and conditions herein.

Mary Patrick Bogan

OWNER/AUTHORIZED AGENT
P.O.# required? YES _____ NO _____

DATE _____

NORTHEAST DOCUMENT CONSERVATION CENTER
Mary Patrick Bogan/Jessica Henze

2/28/14
DATE

TITLE SHEET

Client:

Sullivan County, NH

Job No: 14.061B1.1

Title information will appear on the spine/box as illustrated below. Any revisions should be made in the space provided. Please note any revisions and return with the signed treatment authorization form. The recommended title will be used if the revision form is not returned.

VERTICAL TITLE**HORIZONTAL TITLE**

Recommended title	Client's revision		Recommended title	

Horizontal Title for Volume Shelved Flat

Recommended title

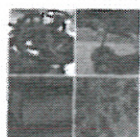
POOR HOUSE RECORDS 1867-1924

Client's revision

Client signature: _____

Date _____

C.10



NORTHEAST
DOCUMENT
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100 Brickstone Square, Andover, MA 01810-1494
ph 978-470-1010 • fax 978-475-6021 • www.nedcc.org

Mary Patrick Bogan
Director of Book Conservation

Bill Veillette
Executive Director

RECEIVED FROM (Owner or Authorized Agent):
Sullivan County, NH
95 County Farm Road
Unity, NH 03743

Date: February 26, 2014 MPB/JHH
Job #: 14.061 B&I .2 of 2
Contact: Lionel Chute, Dir. of Natural Resources
Phone: (603) 542-4891
email: lcchute@sullivancountynh.gov

Object: record books
Title/Bibliographic Information: Poor House Records 1925-1932
House of Corrections 1923-1932

No. of Volumes: 2
No. of Pages: ~400 each
Dimensions: 490 x 370 mm

CONDITION ON RECEIPT: The full leather springback stationery bindings are bound in reverse calf with tanned leather bands over the covering material at the head, tail and center. There are four hubs on the spine and two gold-stamped leather labels. The binding is decorated with blind and gold tooling. Decorated endleaves with cloth hinges are attached. The bindings are in relatively sound condition even though they are worn and water-stained. As a result of the water damage, the upper board of each volume is warped. The text blocks consist of ruled pages with printed headings and entries in a variety of manuscript inks and pencil. Entries are written on only a portion of the pages in each text block - 72 pages in "Poor House Records" and 54 in "House of Corrections". Five-folio gatherings are sewn on four sewing stations. The sewing is broken in places although pages remain attached. The pages are dirty. Many are water-stained along the bottom edge and as a result some inks are feathered. The flyleaves are cockled, and the edge of the front flyleaf of "Poor House Records" is torn and partially detached from the cloth hinge. An index card with felt-tipped pen notations is loose in "House of Corrections". The goal of treatment is to prepare the volumes for digitization and stabilize the volumes as needed. Access to the records will be provided digitally, and handling of the materials is expected to be extremely limited. The recommended treatment is based on the condition of the volumes at the time of examination. Treatments and costs may need revision if conditions of the volumes change.

RECOMMENDED TREATMENT:

Provide written and photographic documentation of condition before and after treatment.
Surface clean flyleaves and pages with entries to reduce surface dirt.
Reattach loose paper to cloth hinge.
Place index card in a fold of Permalife paper.
Construct a custom phase box to dimensions of each volume. Title. (Unless otherwise changed, title will appear as on attached sheet.)

ESTIMATED COST OF RECOMMENDED TREATMENT not including options, insurance, delivery or other, \$1,280.

OPTION:

Digitize volume. Please see separate estimate.

Microfilm: For creation of microfilm from the digital files, please contact Image Graphics at www.igraph.com/,
240 Long Hill Cross Road, Shelton, CT 06484 Telephone: 203-926-0100 Fax: 203-926-9705

(Continued)

C.11

Sullivan County, NH
NEDCC Job #14.061 B&I.2 of 2
Page Two

It is understood and agreed between the parties to this agreement that the treatment may be modified or halted should new problems arise. After consultation with the Owner or Authorized Agent, a new estimate may be given if the problems are more difficult and time-consuming than apparent at first. Estimate valid for 12 months. OWNER'S STATEMENT OF INSURANCE VALUE: maximum liability limited to \$_____. Unless the owner's insurance policy provides the standard all risk perils and the owner's insurance company sends the Center a waiver of subrogation, all works left here must be insured under our policy at a rate of \$1.00 per month per \$1,000 value. If no valuation is provided by the owner, an assignment of \$500 will be placed on the above object(s) for the purpose of insurance coverage. THE UNDERSIGNED RECOGNIZES that conservation treatment procedures may involve a certain amount of risk. Therefore, in further consideration, and as a condition of NEDCC's undertaking the work on the above object(s), the undersigned waives and releases NEDCC from all claims that may arise due to damage or loss to the above object(s). The undersigned hereby grants permission to NEDCC to use the record of this treatment, including photographs, for its educational programs. AUTHORIZATION IS HEREBY GIVEN to the NORTHEAST DOCUMENT CONSERVATION CENTER to treat the above object(s). It is acknowledged that the undersigned has read and understands the estimate and all terms and conditions herein.

Mary Patrick Bogan

OWNER/AUTHORIZED AGENT	DATE	NORTHEAST DOCUMENT CONSERVATION CENTER	2/28/14
P.O.# required? YES _____ NO _____	# _____	Mary Patrick Bogan/Jessica Henze	DATE

C.12

TITLE SHEET

Client:

Sullivan County, NH

Job No: 14.061BL2

Title information will appear on the spine/box as illustrated below. Any revisions should be made in the space provided. Please note any revisions and return with the signed treatment authorization form. The recommended title will be used if the revision form is not returned.

VERTICAL TITLE

Recommended title	Client's revision

HORIZONTAL TITLE

Recommended title	Clients revision

Horizontal Title for Volume Shelved Flat

Recommended titles for boxes

POOR HOUSE RECORDS 1925-1932
HOUSE OF CORRECTIONS 1923-1932

Client's revision

Client signature: _____

Date _____



Sullivan County Homeowners Firewood Program 2014

General Information



DRAFT

On occasion, and only when needed to meet specific silvicultural and/or wildlife goals, Sullivan County may enroll designated areas of county lands in Unity NH into the Sullivan County Homeowners Firewood Program. The Homeowners Firewood Program is intended to provide Sullivan County residents with an inexpensive source of firewood while meeting county land management objectives.

Program Description

1. Firewood is available to the public on a permitted basis. The cost of the permit for cutting firewood is \$25 per cord and the fee is non-refundable. A cord is a stack of wood, four feet by four feet by eight feet. If wood supply allows, up to 5 cords of firewood may be cut annually per permittee. Haul loads are recorded on the permit before leaving the woodcutting area. All wood harvested through the Sullivan County Homeowners Firewood Program is for personal use only and may not be resold.
2. One permit is allowed per individual or household per calendar year. Firewood permit applications must be completed and permits issued prior to cutting firewood. Permits are valid for one season, generally from early July to late October depending on weather and road conditions. Homeowners Firewood Permits are not transferable and there may be no substitutions of assigned dates. When all available firewood has been reserved or cut, no additional permits will be issued. Violations of permit conditions will result in immediate permit termination.
3. Participants must sign a waiver of liability and permit fees are non-refundable. Permittees must cut and haul their own wood and mechanical skidding is not allowed. Winching logs and the use of firewood splitters are prohibited. Firewood lots must be left in a condition acceptable to the Department of Natural Resources. Trees may not be left hung up, stumps must be cut close to the ground, and brush must be dragged back away from the road and well out of streams, ditches and culverts. **All participants are strongly encouraged to learn chainsaw safety skills and wear proper clothing and equipment (chainsaw chaps, leather boots, leather gloves, and hardhat with hearing eye protection) before operating a chainsaw.**
4. Anyone interested in obtaining firewood through this program should contact Sullivan County Natural Resources to confirm wood availability and submit an application. Applications must be submitted in person to the Sullivan County Natural Resources Office at 95 County Farm Road in Unity, NH - please call ahead to ensure that someone will be in the office when you plan to stop by (542-4891).

Sullivan County NH
Department of Natural Resources
(603) 542-4891
natural@sullivancountynh.gov



Application for Firewood Permit 2014

This is an application for a firewood permit and does not serve as a permit itself. Anyone cutting firewood from lands owned by Sullivan County without an approved firewood permit may be prosecuted for timber theft.

Permittee Information			
Name		Town	
Street		State	NH
Zip Code		Phone Number	

Vehicle Information			
Vehicle #1		Vehicle #2	
Make		Make	
Model		Model	
Year		Year	
Color		Color	
License		License	
State		State	

The applicant requests _____ cord(s) of firewood at the rate of \$25 per cord. Total paid to Sullivan County New Hampshire is \$ _____.
No more than 5 cords can be permitted per household per year.

*Make checks payable to: **Sullivan County, New Hampshire.***

Cash or credit cards are not accepted.

I have read, understand and agree to all the terms listed on the back side of this application.

Applicant Signature

Date

Application must be hand-delivered to:
Lionel Chute
Director
Sullivan County Natural Resources
Sanders Building
95 County Farm Road, Unity, NH

Terms and Conditions

This permit is subject to the following terms and conditions:

1. Permittee agrees to hold Sullivan County harmless from any claim for damage or loss of property, personal injury or death.
2. Collection of firewood is permitted only from property owned by Sullivan County as designated by the permit. Permit is for trees removed from designated areas only.
3. The permit is not transferable and must be in the Permittee's possession while harvesting and transporting firewood. Copies are not allowed.
4. Permittee shall complete the *Record of Amount of Cordwood Removed* in ink prior to transporting any firewood.
5. Concurrent with firewood activities all slash and unused vegetation resulting from Permittee's activities shall be removed from roads and ditches and scattered in the surrounding landscape. No slash will be left within 50 feet of any roads, brooks, trails or other developments.
6. This sale is final and payments are not subject to refunds.
7. The permit and activities hereunder are subject to all Federal, State and Local laws.
8. Motorized vehicles are not allowed off existing roads that are open to the public unless otherwise specified in this permit. Permittee parking shall not block traffic or impede emergency vehicles.
9. Permittee shall remove all trash and litter resulting from Permittee's activities.
10. No firewood cutting is allowed during high fire danger days. It is the permittee's responsibility to know the local fire danger rating at the beginning of each day when harvesting firewood on county lands.
11. Sullivan County will not be held liable and does not guarantee the quality or availability of wood in the permit areas. No refunds will be issued.
12. Permits are valid only for the period indicated on the permit. A maximum of 1 permit per household per year is allowed.
13. Regardless of whether firewood is removed, the permit will terminate at midnight of the termination date shown above or when quantity purchased is reached, whichever comes first.
14. Firewood may only be harvested in daylight, between official sunrise and sunset hours.



Firewood Permit 2014

Permittee Information			
Name		Permit #	2014-
Street		Start Date	X/X/2014
Town / State		Termination Date	X/X/2014
Zip		County Property	
Phone #		Location	

Vehicle Information			
Make		Make	
Model		Model	
Year		Year	
Color		Color	
License		License	
State		State	

This permit is issued for _____
cords of firewood at the rate of \$25
per cord. Total paid to the Sullivan
County is \$XX.00.

Record of Amount of Cordwood Removed											
Date	Time	Quantity Removed	Date	Time	Quantity Removed	Date	Time	Quantity Removed	Date	Time	Quantity Removed

Signatures			
Permittee		Date	Authorizing Agency
(Signature)			(Signature)
Name		Lionel Chute Sullivan County Natural Resources Director	

Permittee agrees to send a photocopy of the completed permit with all firewood harvested listed in **Record of Amount of Cordwood Removed** by the termination date shown above, or when quantity purchased is reached, whichever comes first.

Please send photocopy to Sullivan County Natural Resources, Unity, NH 03743.



Sullivan County Conservation District

95 County Farm Rd, Unity, NH 03743

Voice: 603 542-4891 Fax: 603 542-2829

E-mail conservationdistrict@sullivancountynh.gov

Appendix E1.

2014 Conservation Tree and Plant Sale

It's time once again for the Sullivan County Conservation District Plant Sale, where you will find quality plants at good prices. The money raised from the sale supports conservation activities throughout the year, including workshops, programs and projects to promote and conserve the county's natural resources. All of the plants we offer are hardy, healthy, and adapted to our growing conditions. Most are native, and none are invasive. New items this year include Concord grapes, 2 varieties of pears, backyard composting tools, and several great plants for wildlife. Please look over our catalog and order early. Thanks to everyone for making the Plant Sale a success!

~~~~Terms and Conditions of Sale ~~~~

The **order deadline is Friday, April 4, 2014**. Orders received after April 4th will be filled if stock is available. The **pick-up date will be Saturday May 3, 2014** at the Ahern Building of the Sullivan County Complex in Unity. A reminder will be sent by mail or email 2 weeks before the pick-up day.

Nearly all of the plants are bare root, and most are transplants. Transplants are seedlings that have been moved from their original seedbed to a new bed or pot. They are larger than seedling plants and have established root systems.

There are no refunds for orders that are not picked up. The District will not be responsible for stock once removed from the pickup point and reserves the right to refund money for plants that become unavailable. Any honored claims will be through replacement stock to be supplied as soon as possible, dependent on availability.

When choosing plants, always consider your site conditions. Plants differ in their requirements for soil type, drainage, available sunlight, growing space and soil pH. For example, apple trees need a sweet soil (high pH), but blueberries require the opposite (an acid soil with low pH).

Planting and care information will be available when you pick up your plants.

Any questions? Please call or email Lionel Chute:
{542-4891, or conservationdistrict@sullivancountynh.gov}

FRUIT TREES AND BERRIES

- **Brak Fuji Apple, semi-dwarf** – A highly colored striped strain of Fuji, maturing at the same time as original Fuji. This strain was selected for its outstanding fruit color development, quality and flavor. Fruit is large with a pronounced stripe and keeps well. Hardy to Zone 5.
- **Gale Gala Apple, semi dwarf** – Discovered in the 1930's in New Zealand, Gala apples are one of today's most popular apple varieties. A cross between Golden Delicious and Kidd's Orange Red, the Gala is thin-skinned, crisp, juicy and mildly sweet. This new variety of Gala, named for orchardist Wally Gale of Washington, produces apples that are 90-100% deep red in color. Hardy to Zone 4.
- **Harrow Sweet Pear** - Developed by the Harrow Research Station in Ontario, Harrow Sweet ripens in early to mid September. The fruit is juicy and sweet – similar to Bartlett but with an attractive blush. The tree is precocious and very productive, with good resistance to fire blight. Hardy to Zone 4.
- **Blake's Pride Pear** - A mid-season pear ripening 2-3 weeks before Harrow Sweet. The yellow fruits are medium in size with excellent, aromatic flavor. Blake's Pride produces annual crops with a high degree of resistance to fire blight. Hardy to Zone 5.
- **Reliance Peach** – Famous for its cold-hardiness, Reliance peaches are ideal for home gardens. The fruit is medium sized, juicy, sweet, and freestone. Good for canning and freezing. Hardy to Zone 4.
- **Madison Peach** – One of the most winter hardy peach varieties available. The fruit is medium to large, uniform in size and of exceptional quality. Madison is recommended for northern climates where peaches are sensitive to low winter temperatures. Hardy to Zone 4.
- **Patriot Blueberry** - An early variety originating in Maine, Patriot is vigorous and grows to 6'. Adapts to many different soil types and has performed better in heavier soil than some other varieties. The fruit is large and has very good flavor. Hardy to Zone 3
- **Bluecrop Blueberry** – The leading commercial blueberry variety, producing high yields of large, bright blue berries that are firm and grow in large clusters. Excellent flavor, fresh or frozen. Bluecrop is known for its hardiness, vigor and consistent production. Mid-season - ripens after Patriot and before Jersey. Hardy to Zone 4.
- **Jersey Blueberry** – Jersey blueberry is one of the oldest and most widely grown blueberry varieties in cultivation. Ripening in August, Jersey is easy to grow and high-yielding, with dark blue berries that are very sweet. Hardy to Zone 4.
- **Boyne Raspberry** – An early-season variety that is extremely winter hardy, Boyne consistently produces deep-red, medium-sized berries that are also great for freezing and jam. Hardy to Zone 3.
- **Killarney Raspberry** – Killarney is an early mid-season variety that ripens about a week after Boyne. It has an attractive bright-red color and good aroma and flavor. The canes grow upright, are medium-sized and sturdy. Hardy to Zone 4.
- **Caroline Raspberry** – A fall-bearing raspberry, Caroline is productive with a rich, full, and intense raspberry flavor. It is very vigorous and tolerates root rot. Caroline is widely adapted, growing everywhere from the East Coast to the West Coast. Hardy to Zone 4.
- **Earliglow Strawberry** – Earliglow produces sweet, firm and glossy fruit for fresh eating and freezing. Plants are very vigorous and runner well. An easy variety to grow, Earliglow has good resistance to red stele and intermediate resistance to Verticillium wilt. Hardy to Zone 4.
- **Sparkle Strawberry** – Considered the best strawberry for jam and freezing, Sparkle is known for flavorful, high-quality and attractive fruit. An extremely vigorous variety, Sparkle is an excellent choice for home gardeners and pick-your-own operations in northern climates. Hardy to Zone 3.
- **Concord Grape** – Selected in 1849 by Ephraim Bull of Concord, Massachusetts (from over 22,000 seedlings!), the Concord grape is still number one for grape jelly. Flavorful and juicy, Concord grapes are easy to grow, cold-tolerant and don't need much land. Plant this grape next to a fence, on a trellis or for an arbor. Concord grapes are great eaten fresh, or made into juice, jams, jellies or wine. Hardy to Zone 5.
- **Beach Plum** – Native to east coast sand dunes from Maine to Maryland, beach plum grows very well in any well-drained soil in full sun. Exceptionally cold-hardy, beach plums produce sprays of fragrant white flowers in early spring followed by small, multicolored plums in late summer that are highly prized for jams and jellies. Easy to prune and harvest, plant at least two for proper pollination. Hardy to Zone 3.



E.3

2014 PLANT ORDER FORM

SULLIVAN COUNTY CONSERVATION DISTRICT

95 County Farm Rd., Unity, NH 03743 Tel. 542-4891 Fax 863-2829

Order Number

SCCD Use Only

Name _____

Address _____

Town _____ State _____ Zip _____

Phone (home) _____ (work) _____

Please make checks payable to SCCD (sorry, no credit cards) and send order to:
Sullivan County Conservation District
95 County Farm Rd, Unity, NH 03743
Questions? Contact Lionel at 542-4891 or
conservationdistrict@sullivancountynh.gov

❖ THE DEADLINE FOR PLACING ORDERS IS FRIDAY, APRIL 4, 2014 ❖

Species	Size at Purchase	Price each	Quantity Price	Number Requested	Total Cost
FRUIT TREES & BERRIES					
*Apple, <i>Fuji</i> , EMLA 7 rootstock, semi-dwarf	4-6'	\$19.00			
*Apple, <i>Gala</i> , Bud 118 rootstock, semi-standard	4-6'	\$19.00			
*Pear, <i>Harrow Sweet</i> , OHF97 rootstock, semi-standard	4-6'	\$20.00			
*Pear, <i>Blake's Pride</i> , OHF97 rootstock, semi-standard	4-6'	\$19.00			
Peach, <i>Reliance</i> , Lovell rootstock	4-6'	\$18.00			
Peach, <i>Madison</i> , Bailey rootstock	4-6'	\$18.00			
Grape, <i>Concord Blue</i> , vine	10-16"	\$ 6.00			
*Blueberry, <i>Patriot</i> , 2yr. transplant	18-24"	\$13.00			
*Blueberry, <i>Blue Crop</i> , 2yr. transplant	18-24"	\$13.00			
*Blueberry, <i>Jersey</i> , 2yr. transplant	18-24"	\$13.00			
Raspberry, <i>Boyne</i>	Canes	\$3.00	5 for \$12.50		
Raspberry, <i>Killarney</i>	Canes	\$3.00	5 for \$12.50		
Raspberry, <i>Caroline</i>	Canes	\$3.00	5 for \$12.50		
Strawberry, <i>Earliglow</i>	Crowns	N/A	25 for \$8		
Strawberry, <i>Sparkle</i>	Crowns	N/A	25 for \$8		
Beach Plum	1-2'	\$4.00	5 for \$16		
PERENNIAL VEGETABLES					
Horseradish, <i>Big Top</i>	Roots	\$4.00			
Asparagus, <i>Jersey Supreme</i>	Roots	N/A	25 for \$14		
WILDLIFE PLANTS					
Silky Dogwood (<i>Cornus amomum</i>)	36-48"	\$3.00	5 for \$12.50		
Shadblow Serviceberry (<i>Amelanchier canadensis</i>)	24-36"	\$2.50	5 for \$10		
Washington Hawthorn (<i>Crataegus phaenopyrum</i>)	24-30"	\$2.50	5 for \$10		
American Hazelnut (<i>Corylus americana</i>)	12"	\$4.00	5 for \$15		
TOTAL PAGE 1					\$

* Needs a pollinator. Plant at least two different varieties for cross-pollination.

E.4.

Species	Purchase Size	Price each	Quantity Price	Number Requested	Total Cost
TREES/ORNAMENTALS					
Northern White Cedar (<i>Thuja occidentalis</i>), 4 yrs	15-20"	\$2.50	5 for \$10		
Balsam Fir (<i>Abies balsamea</i>), 5 yrs	10-18"	\$3.00	5 for \$12.50		
Fraser Fir (<i>Abies fraseri</i>), 5 yrs	10-18"	\$3.00	5 for \$12.50		
Silver Maple (<i>Acer saccharinum</i>)	24-36"	\$2.50	5 for \$10 10 for \$15		
American Mountain Ash (<i>Sorbus americana</i>)	2-3' (potted)	\$15.00			
Red Bud (<i>Cercis canadensis</i>)	2-3' (potted)	\$25.00			
TOOLS FOR COMPOSTING AND RAIN COLLECTION					
Kitchen Pail for food scraps	2 gallon capacity, with lid	\$12.00			
Compost Turner		\$22.00			
Earth Machine Composter	80 gallon capacity	\$55.00			
System Rain Barrel	55 gallon capacity	\$70.00			
TOTAL THIS PAGE					\$
TOTAL AMOUNT ENCLOSED					\$

Plant pickup will be at the Ahern Building of the Sullivan County Complex in Unity NH on

Saturday May 3rd, 2014, 10 AM - 2 PM

A postcard reminder for pickup will be sent one week prior to pickup date.

Orders received after Friday, April 4th will be filled if stock is available.

THANK YOU!



PERENNIAL VEGETABLES

E.S.

- **Big Top Horseradish** – Root crop with strong, hot flavor, harvested in spring and fall. A healthful “longevity herb”, horseradish sauce is easy to make and can be frozen and used year round. Horseradish plants are perennials and spread easily. This variety, Big Top, is resistant to common horseradish problems including foliage diseases, rust and bacterial spot. Hardy to Zone 3.
- **Jersey Supreme Asparagus** – A recent release from the Jersey asparagus breeding program, Supreme has very high yield potential as demonstrated by trial results. The spear size is more uniform than the other Jersey hybrids. Supreme is early and cold tolerant and has very good rust resistance and fusarium tolerance. Hardy to Zone 3.

SHRUBS AND SMALL TREES

- **Silky Dogwood** – A medium sized shrub eventually reaching 10-12', silky dogwood is a valuable plant for both wildlife and erosion control. Planted for hedgerows, windbreaks and controlling erosion on streambanks, this native dogwood produces blue fruits in August and September that are attractive to game birds, song birds, and raccoons. The twigs are browsed by deer and rabbits. Hardy to Zone 4.
- **Shadblow Serviceberry** – Also known as Juneberry, this small tree produces early, sweet fruits sought after by cardinals, waxwings, woodpeckers, thrushes, catbirds, orioles, robins, and most mammals. Eventually reaching 20-30' in height, shadblow serviceberry is one of our first native trees to bloom, producing a mass of white flowers before other trees have leafed out. The fruit are delicious for people too, if they can get any! Hardy to zone 3.
- **Washington Hawthorn** – Native from Virginia south to Alabama, Washington hawthorn is widely planted further north as it is fully hardy and ornamentally attractive. A late blooming flowering tree, hawthorns produce clusters of glossy red fruits that stay on the tree into winter and are preferred by a variety of songbirds. Hardy to zone 4.
- **American Hazelnut** – The American hazelnut is an attractive native shrub with multiple uses, including wildlife food and habitat, windbreak plantings, controlling soil erosion and for landscaping. Not common in Sullivan county, the American hazelnut is a rounded shrub of 5-6' with distinctively fuzzy twigs. The edible nuts, which ripen in early September, are readily taken by game birds, song birds, deer and many small mammals. Hardy to Zone 4.
- **Red Bud** – Native to the Appalachian Mountains, red bud grows well as far north as Canada. A spectacular ornamental small tree, in the early spring Red Bud erupts in a mass of very bright pink blooms that have no comparison. *Note: These plants are New Hampshire grown and NOT bare root – they are being offered potted in 12" fabric pots. Hardy to Zone 5.
- **American Mountain Ash** – A native tree typically found at higher elevations, the American mountain ash likes acidic soil with good drainage. Mountain Ash is an ornamental small tree to 20', with large clusters of white flowers becoming bright orange berries at their peak around Halloween. An important wildlife plant, mountain ash is browsed by deer, moose, marten, snowshoe hare and ruffed grouse, and the berries are taken by many kinds of birds and small mammals. *Note: These plants are New Hampshire grown and NOT bare root – they are being offered potted in 12" fabric pots. Hardy to Zone 2.

TREES

- **Silver Maple** – the fastest growing of all our native maples, silver maple is also the easiest to grow. Prized for their shimmering leaves, silver maple tolerates a wide range of soil conditions. Hardy to zone 3.
- **Northern White Cedar** – Also known as Arborvitae, this native cedar occurs naturally in northern New Hampshire but grows well throughout the state. Used for landscaping, hedges and shelter plantings, northern white cedar is also a great wildlife plant, providing food for deer, moose, rabbits, squirrels and songbirds. Hardy to zone 2.

Turn Page For More



E.L.

- **Balsam Fir** – Native to the northeast U.S. and Canada, with a dense, conical habit adapted to colder areas. Likes acidic and moist soils. Grown for lumber/pulpwood, source of balsam resin and fragrance oils. Our traditional Christmas tree, boughs are also used for holiday swags and wreaths. Also valuable for wildlife browse and shelter. Hardy to Zone 3.
- **Fraser Fir** – Native to the Appalachian Mountains, this is a great Christmas tree with excellent needle retention. Full to partial sun, ordinary soil, and good drainage. Moderate growing to 50-60'. Good windbreak, ornamental, screen and songbird nesting site. Has a delightful fragrance. Zone 4.

BACKYARD COMPOSTING AND WATER COLLECTION TOOLS

- **Kitchen Pail** – Looking for a good container to collect food scraps for composting? Here it is! This kitchen collector is convenient, odor free and easy to clean. Holds 2 gallons and is shaped to accommodate plate-scraping. Includes a handle for easy transport and a snap lid with a double rim to minimize odors.
- **Compost Turner** – Designed to easily turn compost in an Earth Machine Composter, compost pile, or other non-turning composter. Helps aerate your compost, which speeds the composting process and creates a more uniform finished product.
- **Earth Machine Composter** – A bottomless composter that easily snaps together and sits on the ground. The total volume is 80 gallons. Includes a front door for easy compost removal. Made from recycled plastic and comes with a 10-year guarantee.
- **System Rain Barrel** – There is nothing like rainwater to keep plants happy. The System rain barrel holds 55 gallons, is beige-colored and includes a mosquito guard. Also coated with a UV guard to prevent the plastic from deteriorating. Made from High Density Poly-Ethylene with up to 50% recycled plastic. Comes with a 5-year guarantee.



SULLIVAN COUNTY CONSERVATION DISTRICT

95 County Farm Rd., Unity, NH 03743

• • • • •
• FRUITS,
• VEGETABLES,
• TREES,
• SHRUBS
• AND
• FLOWERS
• FOR 2014!
• • • • •

ANNUAL CONSERVATION TREE AND PLANT SALE INFO AND ORDER FORM INSIDE



SULLIVAN COUNTY

Serving the communities of:

Acworth, Charlestown, Claremont, Cornish, Croydon, Goshen, Grantham, Langdon,
Lempster, Newport, Plainfield, Springfield, Sunapee, Unity and Washington

Commissioners Office
14 Main Street
Newport, NH 03773
Tel. (603) 863-2560
Fax. (603) 863-9314
E-mail: commissioners@sullivancountynh.gov

County Manager
14 Main Street
Newport, NH 03773
Tel. (603) 863-2560
Fax. (603) 863-9314
E-mail: manager@sullivancountynh.gov

Dept. of Corrections
103 County Farm Rd.
Claremont, NH 03743
Tel. (603) 542-8717
Fax. (603) 542-0239
E-mail: doc@sullivancountynh.gov

Facilities & Operations Dept.
5 Nursing Home Dr.
Unity, NH 03743
Tel. (603) 542-9511 Ext. 230
Fax. (603) 542-2829
E-mail: facilities@sullivancountynh.gov

Human Resources / Payroll
5 Nursing Home Dr.
Unity, NH 03743
Tel. (603) 542-9511 Ext. 286
Fax. (603) 542-9214
E-mail: humanresources@sullivancountynh.gov

Human Services
5 Nursing Home Dr.
Unity, NH 03743
Tel. (603) 542-9511 Ext. 210
Fax. (603) 542-9214
E-mail: humanservices@sullivancountynh.gov

Natural Resources
95 County Farm Rd.
Claremont, NH 03743
Tel. (603) 542-4891
Fax. (603) 542-2829
E-mail: natural@sullivancountynh.gov

Sullivan County Health Care
5 Nursing Home Dr.
Unity, NH 03743
Tel. (603) 542-9511
Fax. (603) 542-9214
E-mail: nursinghome@sullivancountynh.gov

March 17, 2014

State of New Hampshire
Department of Attorney General
Attn: Joseph Foster, Attorney General
33 Capital Street
Concord NH 03301

Re: Sullivan County DOC Compliance Tour - RSA 30-B:12

Dear Attorney General Foster:

Pursuant to RSA 30-B:12, please allow this letter to serve as the Sullivan County Board of Commissioners' written report on its tour of the Sullivan County Department of Corrections (SCDOC).

On January 14, 2014, a thorough tour of SCDOC was conducted by County Manager Jessie Levine, Superintendent Ross Cunningham, Lt. Joe Brookens, and me acting on behalf of the full Board of Commissioners.

The tour began in the Community Corrections Center administrative area, followed by an inspection and explanation of the control center, male and female treatment wings, and laundry and kitchen areas of the CCC, all of which appeared to be in good order and very secure.

The tour proceeded to Unit 1, Unit 3 East & West and Unit 2. During the tour of the jail units, the Superintendent expressed his desire to renovate the medical office and pharmacy and remove asbestos floor tiles. The necessity and timing of these requests will be considered by the Commission during its review of the proposed FY2015 budget.

All areas of the jail and CCC were secure, well managed, and in good working condition.

Please feel free to contact me if you have any questions. Thanks very much.

Sincerely,

A handwritten signature in dark ink, appearing to read "Jeffrey Barrette".

Jeffrey Barrette, Chair
Board of Commissioners

cc: Board of Commissioners
Jessie W. Levine, County Manager
Ross Cunningham, Superintendent

All Day, Every Day, We Make Life Better